Missouri DEPARTMENT OF REVENUE

Customer Guide

FTP DRIVER RECORD

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Introduction

The Department of Revenue (Department) has upgraded the method by which Missouri Driver Records are maintained and disseminated to users. This upgraded service allows customers to request and receive their requests in a much more efficient manner.

Access to Missouri Driver Records is now provided through a File Transfer Protocol (FTP) order and delivery system. In this FTP delivery channel, requests can be submitted daily and the results will be returned to you the next day.

The records are returned to you in abbreviated code format. A computer program must translate each record in order for it to become readable. For example, if we send "F195006305091303VX", you would need to translate it to mean "Female, born 06-30-1950, height 5'9", weight 130, eye color of green, operator status is Valid Expired. This coded data has not changed with the implementation of the new FTP service.

Policies

The Department implemented the Federal Driver's Privacy Protection Act (DPPA), USC, Title 18, Sections 2721, 2722, 2724 and 2725, and the corresponding Missouri Senate Bill 19 effective September 13, 1997. On June 1, 2000, the Department implemented changes to the DPPA as amended by Public Law 106-69, Section 350.

This law mandates the states to close the personal information contained on all motor vehicle and driver records. Personal information includes the person's name, address, date of birth, sex, height, weight, eye color, driver license number, social security number, photograph, telephone number and medical or disability information (restrictions). A person or entity may only access the personal information if they are exempt under the DPPA or they have obtained express consent from the record holder.

The law further prohibits the release of a person's driver license photograph and medical or disability information from motor vehicle and driver records unless you fall into one of the following exemptions:

- For use by a government agency (federal, state or local) or employed by such, and authorized to request vehicle/driver records for the purpose of the government agency to carry out its functions;

- For use by a Missouri Circuit, Associate Circuit or Municipal court, an out-of-state court, or employed by such, and authorized to request vehicle/driver records for the purpose of the court to carry out its functions;

- For use by a Missouri or out-of-state law enforcement agency or employed by such, and authorized to request vehicle/driver records for the purpose of the law enforcement agency to carry out its functions;

- For use in connection with any civil, criminal, administrative or arbitral proceeding in any federal, state, or local court or agency or before any self-regulatory body, including the service of process, investigation in participation of litigation, and the execution or enforcement of judgments and orders, or pursuant to an order of a federal, state, or local court;

- For use by any insurer or insurance support organization or by a self-insured entity, or its agents, employees, or contractors, in connection with claims investigation activities, antifraud activities, rating or underwriting; or

- For use by an employer or its agent or insurer to obtain or verify information relating to a holder of a commercial driver license that is required under chapter 313 of title 49 of the United State Code.

Effective December 17, 2005, the federal Social Security Act prohibited the release of a social security number to any entity when it is being displayed as a social security number. A driver license number (even when it is the social security number) can be released to an entity with a security access code as it is being displayed as the driver license number.

States cannot release personal information for bulk distribution for surveys, marketing or solicitations unless express consent has been given by the record holder to have such personal information released. The Department has defined express consent to be written consent from the record holder each time a request for personal information is submitted.

If you, your company, or your corporation meets any of the exemption requirements listed on the enclosed Request for Security Access Code, Form 4678, you or an authorized representative may obtain the personal information in our records by completing the form and receiving a security access code. If personal information is received, you must adhere to the following security requirements as outlined in Form 4678, which are as follows:

- You shall maintain the security and integrity of the information received. A violation of any provision of the Request for Security Access Code agreement, whether by omission or commission, shall be grounds for action by the Department and may result in suspension of the security access code and access to personal information.

- You shall ensure compliance with all security provisions of your agreement with the Department to obtain access to the Department's records. **If fraud or abuse is suspected or confirmed, notify the Department IMMEDIATELY by telephone at (573) 751-2633.** Prepare a written notification containing all facts within three business days and mail to the Department at the following address:

  Department of Revenue
  General Counsel
  P.O. Box 475
  Jefferson City, MO 65105-0475

- You shall maintain a current list of all persons and entities authorized to access the Department's records. This list shall be available to the Department upon demand.

- If you resell or disclose restricted personal information covered by the DPPA, you must keep, for a period of five years, records identifying each person or entity that received such information and the permitted purpose for which the information will be used and must make such records available to the Department upon request.

- You must ensure that all persons and entities receiving Department records from you are authorized under the DPPA to receive such records and that they understand their responsibility under the act.

- You shall not disclose your Department assigned security access code verbally, in writing, or when passing data electronically to anyone other than a Department representative or an authorized individual who is in your direct employ.

- You shall not sell, retain, distribute, provide, or transfer any record information or portion of the record information contained herein except as authorized by the Department in accordance with the DPPA.

Department policy also requires that you obtain, complete and return form 5153 from the Department in order to purchase driver records through the FTP driver record service.

Access Approval and Setup

In order to use the FTP driver record service, several steps must be completed. The first step is to obtain approval from the Department. You will need to submit form 5153 for access to this service, including a contact name, address, and telephone number. Since personal information is contained in the file, you will also need to obtain a security access code by completing a Request for Security Access Code, Form 4678, available at http://dor.mo.gov/mvdl/motorv/forms/. The written request and the completed Form 4678 must be submitted to:

> Missouri Department of Revenue
> Customer Services Division – Records
> P.O. Box 2167
> Jefferson City, MO 65105-2167
>
> Telephone Number: (573) 751-4300
> Fax Number: (573) 526-7367

The Department will process the Form 4678, and if approved, a letter will be mailed to you advising of your assigned security access code. Upon approval of your written request to subscribe to the FTP driver record service, the Department will work with the Missouri Department of Revenue, Information Technology Services Division (DOR-ITSD) to establish the necessary account information including user ID's, set up connectivity, and conduct testing. Once all testing has been successfully completed, you will be allowed to begin using the service to request and receive FTP driver records. Technical support will be provided Monday-Friday 7:30 a.m. to 4:30 p.m. CST.

The contact for technical assistance is:

> **Email:** recordsales_techsupport@dor.mo.gov

Customer Billing

Electronic FTP driver record customers will be billed by the Department. The Department will send you a billing statement at the end of each month for the amount due on your account. The payment of your account balance is due by the 25th of each month. If you wish additional information concerning customer billing, contact the Customer Services Division - Records at (573) 751-4300.

The current price for electronic driver records is $.0382 per record. The Department's monthly charges are based on the total number of customer requests processed each month. Both "Found" and "Not Found" requests will be billed at the same rate. When a request is made for a driver record that is not on

our driver file, the message, "RECORD NOT ON FILE" will be returned in the Basic Data Record's Last Name field. We do not check for duplicate requests. They are processed and billed in the normal manner.

In addition, when you request driver records using the citizen's name data, we will send you all of the driver records which we find on file, up to a maximum of ten, which match the citizen's name and data. You will be billed for all of the records we send.

We will not process requests for any of the reasons listed below. These requests will be returned with a reason message in the Basic Data Record's Last Name field. They will not be billed to your account:

1. Requests, which have an invalid format or data content will be returned with the message "INVALID REQUEST DATA".

2. Requests from customers who have delinquent or closed accounts will be returned with the message "INACTIVE CUSTOMER ACCOUNT".

3. If we are unable to access our driver files due to maintenance or technical difficulties, the message "DRIVER FILE NOT AVAILABLE" will be returned.

Connecting to the Service

Once you have obtained approval from the Department to access Missouri's records, technical support for access to Missouri's records will be provided by the Missouri Department of Revenue, Information Technology Services Division (DOR-ITSD). Its staff will work directly with your representative to establish connectivity and access to the service, and to set up, test and provide technical support.

The contact for technical setup and assistance is:

Email: recordsales_techsupport@dor.mo.gov

Access to the FTP driver record service will be accomplished as follows:

- All record requests will be made using an FTP protocol.

- A user profile will exist in the designated FTP server for the Client. This profile will be utilized by the Client to drop off and pickup files.

- Two files, a request file and a return file, exist for each Client on the FTP server for the proper placement of the files.

Access Schedule

Driver record requests are processed daily Monday through Saturday. We pick up the requests at **2:00 a.m.** CST/CDT. The FTP driver records return file will be available **after** **6:00 a.m.** CST/CDT.

Driver Record Input Format

Request Record
(One for each record to be searched)

All requests for electronic driver records must be sent in the driver record request format defined below.

Field	Required/ Optional	Position	Max Length	Type	Description
Department Customer Number	Required	1	4	Numeric	Customer ID assigned for access to the system.
Filler	Optional	5	4	Character	Not used anymore.
Customer's FTP Userid	Required	9	8	Character	Assigned by DOR-ITSD.
DPPA Access Code	Required	17	8	Character	Security Access Code assigned by the Department
Current Date	Required	25	6	Character	Format: YYMMDD
Sequence Number	Optional	31	4	Numeric	Number assigned by the Customer
License Number	Required	35	10	Character	MO DL Number or Social Security Number
Citizen Last Name	Optional	45	10	Character	Last Name
Citizen First Name	Optional	55	10	Character	First Name
Citizen Middle Name	Optional	65	3	Character	Middle Name
Citizen Date of Birth	Optional	68	8	Character	Format: CCYYMMDD
Citizen Sex	Optional	76	1	Character	M=Male F=Female
Computer System Return Code	Required	77	1	Character	Value = A
Record Layout Return Code	Required	78	1	Character	Record Layout for the Returned Data. E = FTP
Filler	Required	79	7	Character	Reserved for future expansion
Reserved space for customer use	Optional	86	15	Character	Field the customer may use for accounting or tracking

Electronic Driver Record Return Format

The Driver Record file will be searched based on the information submitted in the License Number field. When a request is made for a driver record that is not on our driver file based on this search criteria, the message "RECORD NOT ON FILE" will be returned in the Basic Data Record's Last Name field. In addition, the message "RECORD INFO NOT AVAILABLE" will be returned in the Basic Data Record's Last Name field when you are trying to access a restricted record.

All electronic driver records will be returned to you in the driver record return format defined in this section. The maximum size of a returned record will vary from 569 to 19,019 characters. The "Counts" fields (Action - 549, Driving Privilege - 552, Conviction - 555, Accident - 558, and AKA - 561) will determine how many occurrences of related activity records will occur. For example, if Action count equals 2, there will be 2 action activity records in the returned record. Detailed activity records begin in column 570. If a count field (see above) is 0, there will be no activity records of that type. Subsequent detailed activity records will begin immediately. If all counts are 0, there will be no detailed activity records and the returned driver record ends in column 569.

Code tables referenced in field name and description are both included in the Code Translation Tables document.

Field	Position	Max Length	Type	Description
Customer's Original Inquiry Request Record	1	100	Character	The record request as received via FTP. The same format as the Inquiry Record.
Basic Data Record	101	250		Citizen's basic record information
License Number	101	10	Character	Is the citizen's official license number
Last Name	111	25	Character	Is the citizen's last name. Also includes other information – "Driver File not available"; "Record not found", "Record Not available", "Invalid Request Data", Inactive Customer Account".
First Name	136	15	Character	Is the citizen's first name
Middle Name	151	12	Character	Is the citizen's middle name
Suffix	163	3	Character	Is the citizen's name suffix such as Jr, Sr, III, etc.
Date of Birth	166	8	Character	Format = CCYYMMDD, Is the citizen's date of birth
Sex	174	1	Character	Is the citizen's sex. Refer to Table 03998.
Street Address	175	25	Character	Is the street address as it appears on the citizen's most recent document
City Address	200	20	Character	Is the city address as it appears on the citizen's most recent document.
State Address	220	2	Character	Is the state address as it appears on the citizen's most recent document.
Zip Code Five	222	5	Numeric	Is the zip address as it appears on the citizen's most recent document
Zip Code Four	227	4	Character	Zip plus 4 information
Updated Street Address 1	231	25	Character	Is the first part of the citizen's current mailing street address
Updated Street Address 2	256	25	Character	Is the second part of the citizen's current mailing street address

Field	Position	Max Length	Type	Description
Updated City Address	281	20	Character	Is the citizen's current mailing city address
Updated State Address	301	2	Character	Is the citizen's current mailing state address
Updated Zip Code	303	9	Character	Is the citizen's current mailing zip code
Height	312	3	Numeric	Height is in feet and inches. Example, 509 is 5' 09"
Weight	315	3	Numeric	Is the citizen's weight
Eyes	318	1	Numeric	Is the driver's eye color code. Refer to Table 03985.
Operator Status	319	2	Character	Is the status of the driver's operator privileges. Spaces = None. Refer to Table 03997.
Commercial Status	321	2	Character	Is the status of the driver's commercial privileges. Spaces = None. Refer to Table 03996.
School Bus Status	323	2	Character	Is the status of the driver's school bus privileges. Spaces = None. Refer to Table 03995.
Pending Activity Code	325	1	Character	Shows that the driver has actions that are pending. Spaces = None. Refer to Table 03994.
Must Test Indicator	326	1	Character	Shows that a driver must take a driving and written test before being issued a license. Spaces = Not applicable. Refer to Table 03990.
Deceased Indicator	327	1	Character	Indicates whether the driver is deceased. Y = Yes, N = No, Spaces = No
Previous CDL Class	328	2	Character	Indicates the class a CDL driver had before downgrading to a non-commercial class. Spaces = Not applicable. Refer to Table 03992.
CDL Pointer	330	1	Character	Indicates there is a pointer on the national Commercial Drivers License Information System for this driver. Y = Yes, N = No, Spaces = No
PDPS Pointer	331	1	Character	Indicates Missouri has placed a pointer on the National Driver Register Problem Driver Pointer System for this driver. Y = Yes, N = No, Spaces = No
MVR Privacy Code	332	1	Character	P = Indicates Missouri driver has restricted all personal information in this record.
BRC Status	333	1	Character	Background Record Check status for Hazmat record check. D = Denied, R = Revoked, V = Valid.
BRC Status Date	334	8	Character	Date background status check initiated. Format = CCYYMMDD
Filler	342	9	Character	Reserved for future expansion
License Issuance Record	**351**	**190**		**Contains license, permit and non-driver license information**
License Issue Code	351	1	Character	Indicates if a driver license has been issued to this person. Y = Yes, N = No, C = Canceled, F = Voluntary Forfeiture, Spaces = No
License Class	352	2	Character	Indicates the class of vehicles the driver has a license to drive. Refer to Table 03992.
License Expiration Date	354	8	Character	Is the date the license will expire Format = CCYYMMDD
License Sequential Number	362	12	Numeric	Indicates a sequential number assigned at time of issue
State License Surrendered to Missouri	374	2	Character	Indicates the state from which an out-of-state driver came to Missouri from. Refer to Table 03986.
State Missouri License Surrendered to	376	2	Character	Indicates the state to which a Missouri driver has moved to and received a new license. Refer to Table 03986.
New Out of State License Number for	378	25	Character	Indicates the license number issued by the state to which a Missouri driver has moved.

Field	Position	Max Length	Type	Description
Former Missouri Driver				
License Endorsements	403	10	Character	Indicates the endorsements assigned to this license. Refer to Table 03988.
License Restrictions	413	5	Character	Indicates any driving restrictions the driver has. Refer to Table 03987.
Filler	418	5	Character	Reserved for future expansion
License Transaction Type	423	2	Character	Indicates the transaction type used to issue this license. Refer to Table 03993.
License Printed Date	425	8	Character	Is the date the license was printed for the citizen. Format = CCYYMMDD
Filler	433	10	Character	Reserved for future expansion
Permit Issue Code	443	1	Character	Indicates if a permit has been issued to this person. Y = Yes, N = No, Spaces = No.
Permit Class	444	2	Character	Indicates the class of vehicles the driver has a permit to drive. Refer to Table 03992.
Permit Expiration Date	446	8	Character	Is the date the permit will expire. Format = CCYYMMDD
Permit Sequential Number	454	12	Numeric	Is a sequential number assigned when the permit was issued
Permit Endorsement Codes	466	10	Character	Indicates the endorsements valid for this permit. Refer to Table 03988.
Permit Restriction Codes	476	5	Character	Indicates the restrictions which apply to this permit. Refer to Table 03987.
Filler	481	5	Character	Reserved for future expansion
Permit Transaction Type	486	2	Character	Indicates the transaction type used to issue this permit. Refer to Table 03993.
Permit Print Date	488	8	Character	Date permit printed for citizen. Format = CCYYMMDD
Filler	496	2	Character	Reserved for future expansion
Non-Driver Issue Code	498	1	Character	Indicates if a non-driver license has been issued to this person. Y = Yes, N = No, Spaces = No.
Non-Driver Expiration Date	499	8	Character	Is the date the non-driver license will expire. Format = CCYYMMDD
Non-Driver Sequential Number	507	12	Numeric	Is a sequential number assigned when the non-driver license was issued.
Non-Driver Transaction Type	519	2	Character	Indicates the transaction type used to issue this non-driver license. Refer to Table 03993.
Non-Driver Printed Date	521	8	Character	Indicates the date the non-driver license was printed for the citizen. Format = CCYYMMDD
Filler	529	12		Reserved for future expansion
Action License Surrender Date	541	8	Numeric	Is the date the license was surrendered to Missouri due to actions. Format = CCYYMMDD
Action Counts	549	3	Numeric	Indicates the number of action records attached to this driver record
Driving Privilege Counts	552	3	Numeric	Indicates the number of driving privilege records attached to this driver record
Conviction Counts	555	3	Numeric	Indicates the number of conviction records attached to this driver record
Accident Counts	558	3	Numeric	Indicates the number of accident records attached to this driver record
AKA Counts	561	3	Numeric	Indicates the number of cross-reference records attached to this driver record. Refers to AKA Name Counts

Field	Position	Max Length	Type	Description
Filler	564	6	Character	Reserved for future expansion
Action Records (Multiple Occurrences)	570	7200		The number of action records will vary from 0 to 60 depending on above action counts.
Action Type		4	Character	Indicates the type of action that has been taken by Missouri. Refer to Table 03989.
Action Case/Locator Number		18	Character	Is the case/locator number assigned to this action
Action Effective Date		8	Character	Is the date the action became effective. Format = CCYYMMDD
Action Eligible for Reinstatement Date		8	Character	Is the date the action will become eligible for reinstatement. Format = CCYYMMDD
Action Status Code		3	Character	Indicates the status of this individual action. Refer to Table 03991.
Action Status Date		8	Character	Is the date that the above action status began. Format = CCYYMMDD
Action State of Offense		2	Character	This will be blank if the offense occurred in Missouri or the action was taken by another state. It is used to indicate the state where an out-of-state offense took place. Refer to Table 03986.
Action Offense Date		8	Character	Is the date that this offense occurred. Format = CCYYMMDD
Action Ticket Number		9	Character	Is the number of the ticket associated with this action
Action Hazardous Materials Involved Indicator		1	Character	Indicates whether a Missouri action took place in a commercial vehicle and if hazardous materials were involved. C = commercial vehicle only, H = commercial vehicle with hazardous material, N or Spaces = non-commercial vehicle
Action State		2	Character	State that took the action against this driver. Refer to Table 03986.
Filler		7	Character	Reserved for future expansion
Action Out-of-State Evaluation Date		8	Character	Date an out-of-state withdrawal is used to support a new Missouri disqualification. Format = CCYYMMDD
Action ACD (AAMVA Code Dictionary) Code		3	Character	Indicates the type of action that has been taken. Refer to AAMVA Code Dictionary for valid ACD codes.
Withdrawal Type Code		1	Character	Indicates the type of withdrawal for an out-of-state withdrawal. Refer to Table 03073.
Withdrawal Basis Code		1	Character	Indicates the basis for an out-of-state withdrawal. Refer to Table 03074.
Withdrawal Due Process Code		1	Character	Indicates the appeal status of an out-of-state withdrawal. Refer to Table 03075.
Withdrawal Extent Code		1	Character	Indicates the driving privilege withdrawn for an out-of-state withdrawal. Refer to Table 03076.
Withdrawal Reference Number		8	Character	Is the out-of-state reference number for this withdrawal
Action CDL Holder		1	Character	Indicates the action was on a CDL holder Y = Yes, N = No, U = Unknown, Blank = No
Withdrawal ID		2	Character	ID code assigned to the withdrawal action
Withdrawal BAC Level		3	Character	Blood Alcohol Content level
Filler		13	Character	Reserved for future expansion
Driving Privilege Records (Multiple		200		The number of driving privilege records will vary from 0 to 5 depending on above driving privilege counts.

Field	Position	Max Length	Type	Description
Occurrences)				
Driving Privilege Type		4	Character	Indicates the type of driving privilege that has been assigned by the Department. LDP = Limited Driving Privilege RDP = Restricted Driving Privilege TDP = Temporary Driving Privilege IGIN = Ignition Interlock Device Required
Driving Privilege Effective Date		8	Character	Is the date the driving privilege becomes effective. Format = CCYYMMDD
Driving Privilege Expiration Date		8	Character	Is the date the driving privilege expires. Format = CCYYMMDD
Driving Privilege Status Code		3	Character	Indicates the status of the individual driving privilege. Refer to Table 03991.
Driving Privilege Status As Of Date		8	Character	Is the date the driving privilege status becomes effective. Format = CCYYMMDD
Filler		9	Character	Reserved for future expansion
Conviction Records (Multiple Occurrences)		8250		The number of conviction records will vary from 0 to 75 depending on above conviction counts.
Conviction Violation Code		4	Character	Indicates the violation description of this conviction. Refer to Table 03009.
Points Assessed Date		8	Character	Is the date the Department of Revenue assessed points for this conviction. Format = CCYYMMDD
Conviction Date		8	Character	Is the court conviction date. Format = CCYYMMDD
Court Location		9	Character	Is the location of the court sending this conviction to the Department. If the first 2 characters are 'MO', this will be a Missouri ORI court location code. Except for recently assigned codes, it should be found in code translation table 03004. If it is not 'MO' and is followed by spaces, it is an out-of-state conviction. Refer to Table 03986 for state codes.
Court Type		3	Character	Indicates the type of court for this conviction. Refer to Table 03071.
Commercial Motor Vehicle Involved Indicator		1	Character	Indicates whether a commercial vehicle was involved in this. Y = Yes, N = No, Spaces = No, U = Unknown
Hazardous Materials Involved Indicator		1	Character	Indicates whether a vehicle carrying hazardous material was involved in this. Y = Yes, N = No, Spaces = No, U = Unknown
Points Assessed This Conviction		2	Character	Indicates the number of points the citizen received for this conviction
Driver Improvement Program Indicator		1	Character	Indicates whether a driver improvement program (DIP) was approved by the court for this conviction. Y = Yes, DIP was approved and is pending completion; M = Yes, DIP was approved and has been completed; N or Spaces = No, DIP was not approved
Violation Date		8	Character	Is the date the violation occurred. Violation date may not always be available, in which case it will be spaces. Format = CCYYMMDD
Ticket Number		9	Character	Is the preprinted number from the law enforcement arrest
Conviction Out-of-		8	Character	Date an out-of-state conviction is used to support a

Field	Position	Max Length	Type	Description
State Evaluation Date				new Missouri disqualification. Format = CCYYMMDD
Conviction Microfilm/Locator Number		18	Character	Indicates the locator/microfilm number assigned to this conviction
Conviction ACD (AAMVA Code Dictionary) Code		3	Character	Indicates the type of conviction. Refer to AAMVA Code Dictionary for valid ACD codes.
Conviction Reference Number		8	Character	Is the reference number for this conviction
Conviction Posted Speed		3	Numeric	Is the posted speed limit for a speed related offense
Conviction Charged Speed		3	Numeric	Is the charged speed for a speed related offense
Conviction CDL Holder		1	Character	Indicates if the conviction was on a CDL holder Y = Yes, N = No, U = Unknown, Blank = No
Conviction ID		2	Character	ID code assigned to this conviction
Conviction SIS		1	Character	Indicates if conviction was a suspended imposition of sentence. Y = Yes, N = No, Spaces = No.
Conviction BAC Level		3	Character	Blood Alcohol Content level for this conviction
Filler		6	Character	Reserved for future expansion
Accident Records (Multiple Occurrences Out-of-State Only)		2500		The number of accident records will vary from 0 to 50 depending on above accident counts.
Accident State		2	Character	It is used to indicate the state where an accident took place. Refer to Table 03986.
Accident Date		8	Character	Date the accident occurred. Format = CCYYMMDD
Accident Severity Code		1	Character	Indicates the severity of the accident. Refer to Table 03072.
Accident Commercial Motor Vehicle Involved Indicator		1	Numeric	Indicates whether a commercial vehicle was involved in this accident. Y = Yes, N = No, Spaces or U = Unknown
Accident Hazardous Materials Involved Indicator		1	Numeric	Indicates whether a vehicle carrying hazardous material was involved in this accident. Y = Yes, N = No, Spaces or U = unknown
Accident Locator Number		18	Character	Indicates the locator number assigned to this accident
Filler		19	Character	Reserved for future expansion
AKA Records (Multiple Occurrences)		300		The number of AKA Records will vary from 0 to 3 depending on above AKA Counts.
AKA State of License #		2	Character	Indicates the state that assigned the following license number to this person. Refer to Table 03986.
AKA License Number		25	Character	Is the license number assigned to this person by the state coded in the preceding field
AKA Last Name		25	Character	Is the last name of an AKA name for this person
AKA First Name		15	Character	Is the first name of an AKA name for this person
AKA Middle Name		12	Character	Is the middle name of an AKA name for this person
AKA Suffix		3	Character	Is the suffix of an AKA name for this person
AKA Date of Birth		8	Character	Is a birth date previously associated with this person. Format = CCYYMMDD
Filler		10	Character	Reserved for future expansion

Appendix A – Sample Printed Record

Approved DPPA Access to all Personal Information Including Highly Restricted Personal Information - Restrictions

The following is an example of how we would translate a driver record when we print it out on paper for a customer who has been approved for this DPPA access:

Number: **499-33-5555**   Date: 1/1/04
Name: **SAMPLE MISSOURI DRIVER**

Response to account number 9999 request concerning **SAMPLE MISSOURI DRIVER**

Personal information is restricted

For: **SAMPLE MISSOURI DRIVER**	Sex: **Male**	Height: **6-02**
301 WEST HIGH STREET	Birth: **07-04-1940**	Weight: **185**
JEFFERSON CITY, MO 65105	Eyes: **Green**	

Updated Address Information

123 EAST HIGH STREET
JEFFERSON CITY, MO 65105

Driver Status Information

Operator status is **Surrendered Lic Out of State**, CDL status is **Disqualified**
School bus status is **None**
National pointers include **CDLIS, NDR Problem Driver Pointer System**
Previous CDL class was **Commercial Class A**
Driver must test **Commercial Privileges Only**
Driver has CDL **Disqualification Pending**
Driver is **Deceased**

Driver Information

Driver license has been **Voluntarily Forfeited**
Non-Commercial Hire Class E, **New Issue** expires on **08-09-1996**
Sequential number **930012210070**
District of Columbia license was surrendered to Missouri
Missouri license was surrendered to **South Dakota** for license number **SD12345678**
Restrictions include: **Corrective-Lens, Outside-Rear-View-Mirror,**
                                              Daylight-Driving-Only
Endorsements include: **Motorcycle, Passenger-Vehicle, Tank-Vehicles**

License was surrendered to Missouri on **08-16-1993** due to actions.
An **Ignition Interlock** is required, effective on **99/99/1999**, expires on **99/99/1999**.
    Status is **Active**.
A **Limited Driving Privilege** was issued, effective on **99/99/1999**, expires on **99/99/1999**.
    Status is **Active**.
A **Restricted Driving Privilege** was issued, effective on **99/99/1999**, expires on **99/99/1999**. Status is
    Terminated.
A **Temporary Driving Privilege** was issued, effective on **99/99/1999**, expires on **99/99/1999**. Status is
    Active.

Non-Driver Information

Non-driver class, **Renewal** expires on **12-09-1996**
Issued on **12-11-1993**, sequence number **930012210070**

Permit Information

Commercial Class C, **New Issue** expires on **03-09-1994**
Sequential number **930012210070**
Restrictions include: **Corrective-Lens, Outside-Rear-View-Mirror**
Endorsements include: **Motorcycle, Passenger-Vehicle, Tank-Vehicles**

Department Actions

Administrative Alcohol Suspension effective on **08-15-1993**
        Eligible to reinstate on **09-13-1993**, action is **Active** as of **08-15-1993**
        Offense occurred in **Missouri** on 08-15-1993 in **Non-Commercial Vehicle**
        Case **AD930193867**, ticket no. **000038609**

Failure to Appear Suspension effective on **09-09-1998**
        Action is reinstated as of **10-05-1998**
        Offense occurred in **Florida** in **Non-Commercial Vehicle**
        Case **FA98024654**

Court Convictions

EXCESSIVE SPEEDING assessed **00** points
        Driver Improvement Program Pending
        Violation on **07-04-1992** in **Non-Commercial Hazmat Vehicle**
        Convicted on **08-10-1992** in **Oklahoma** by **CIRCUIT** court
        Missouri Reference number is **3063** Microfilm/Locator number is **93128A12345**

EXCESSIVE BLOOD ALCOHOL CONTENT assessed **06** points on **11-01-1993**
        Violation in **Commercial Vehicle**, ticket no. **000038609**
        Convicted on **10-07-1993** in **Butler** by **CIR CRT-ASSOC DIV-POPLAR BLUF**
        Missouri Reference number is **3036**, Microfilm/Locator number is **93297A00001**

FAILURE TO PRODUCE INSURANCE ID assessed **03** points on **03-11-1994**
Violation on **01-02-1994** in **Commercial Hazmat Vehicle**, ticket no. **000456789**
Convicted on **02-15-1994** in **Missouri** by **CIRCUIT** court
Missouri Reference number is **3072**, Microfilm/Locator number is **94297B00123**

Out-of-State Administrative Informational History

REFUSE ALCOHOL TEST
Violation on **6-19-1998** in **Commercial Vehicle**
Convicted on **7-10-1998** in **Kansas** by **ADMINISTRATIVE ADJUDICATION**
Kansas Reference Number is **98TR1292**, Microfilm/Locator Number is **OSAGE**

Informational Driver History

Informational Actions

DRIVING WHILE INTOXICATED REVOKED effective on **8-01-2002**
COMMERCIAL Driving Privileges Affected
Reason – **NOT KNOWN**
Appeal Process – **NOT DEFINED**
Eligible to reinstate on **5-01-2003**, Action is Reinstated as of **5-15-2003**
State of Withdrawal is **New Mexico**, Reference Number is **DI1**
Locator Number is **00200243590730**

ADMINISTRATIVE .08 BAC REVOKED effective on **4-04-2002**
ALL Driving Privileges Affected
Reason – **ADMINSTRATIVE PER SE**
Appeal Process – **NOT DEFINED**
Eligible to reinstate on **7-03-2002**, Action is Reinstated as of **7-30-2002**
State of Withdrawal is **New Mexico**, Reference Number is **BA3**
Locator Number is **00200243260112**

Informational Court Convictions

DRIVING WHILE INTOXICATED assessed **00** points
Violation on **3-15-2002** in **Non-Commercial Vehicle**
Convicted on **8-01-2002** in **New Mexico** by **UNKNOWN** court
Reference Number is **DI1**, Microfilm/Locator number is **00200243590730**

SPEEDING assessed **00** points
Violation on **6-28-1994** in **Unknown Vehicle Type**
Convicted on **11-01-1994** in **Georgia** by **MAYOR'S** court
Reference Number is **406181**, Microfilm/Locator number is **94046907450**
Posted Speed is **35**, Charged Speed is **68**

Administrative Informational History

REFUSE ALCOHOL TEST
> Violation on **6-19-1998** in **Non-Commercial Vehicle**
> Convicted on **7-10-1998** in **Kansas** by **ADMINISTRATIVE ADJUDICATION**
> **Kansas** Reference Number is **98TR1292**, Microfilm/Locator Number is **OSAGE**

Accidents

POSSIBLE INJURY ACCIDENT occurred in **Texas** on **1-14-1998** in
> **Non-Commercial Vehicle**
> **Texas** Locator Number is **LUBBOCK CO**

Previous Known Name/Date of Birth/License Number

Previous Name:
> **SAMPLE M DRIVER**
> **SAMPLE DRIVER**

Previous Date of Birth:
> **01/01/1941**

Previous License Number:
> State **New Mexico**, License Number **99999999999999999999999999**

Approved DPPA Access to Personal Information Excluding Highly Restricted Personal Information (Restrictions)

The following is an example of how we would translate a driver record when we print it out on paper for a customer who has been approved for this specific DPPA access:

Number: **499-33-5555**   Date: 1/1/04
Name: SAMPLE MISSOURI DRIVER

Response to account number 9999 request concerning **SAMPLE MISSOURI DRIVER**

Personal information is restricted

For: SAMPLE MISSOURI DRIVER   Sex: **Male**   Height: **6-02**
          301 WEST HIGH STREET   Birth: **07-04-1940**   Weight: **185**
          JEFFERSON CITY, MO 65105   Eyes: **Green**

Updated Address Information

123 EAST HIGH STREET
JEFFERSON CITY, MO 65105

Driver Status Information

Operator status is **Surrendered Lic Out of State**, CDL status is **Disqualified**
School bus status is **None**
National pointers include **CDLIS, NDR Problem Driver Pointer System**
Previous CDL class was **Commercial Class A**
Driver must test **Commercial Privileges Only**
Driver has **CDL Disqualification** Pending
Driver is **Deceased**

Driver Information

Driver license has been **Voluntarily Forfeited**
Non-Commercial Hire Class E, New Issue expires on **08-09-1996**
Issued on **08-11-1993**, sequential number **930012210070**
District of Columbia license was surrendered to Missouri
Missouri license was surrendered to **South Dakota** for license number **SD12345678**
Restrictions include: **Information Restricted**
Endorsements include: **Motorcycle, Passenger-Vehicle, Tank-Vehicles**

License was surrendered to Missouri on **08-16-1993** due to actions.
An **Ignition Interlock** is required, effective on **99/99/1999**, expires on **99/99/1999**.
         Status is **Active**.
A **Limited Driving Privilege** was issued,effective on **99/99/1999**,expires on **99/99/1999**.

Status is Active.

A **Restricted Driving Privilege** was issued, effective on **99/99/1999**, expires on **99/99/1999**.
Status is **Terminated**.

A **Temporary Driving Privilege** was issued, effective on **99/99/1999**, expires on **99/99/1999**.
Status is Active.

Non-Driver Information

Non-driver class, **Renewal** expires on **12-09-1996**
Issued on **12-11-1993**, sequence number **930012210070**

Permit Information

Commercial Class C, **New Issue** expires on **03-09-1994**
Sequential number **930012210070**
Restrictions include:　　　**Information Restricted**
Endorsements include:　　**Motorcycle, Passenger-Vehicle, Tank-Vehicles**

Department Actions

Administrative Alcohol Suspension effective on **08-15-1993**
Eligible to reinstate on **09-13-1993**, action is **Active** as of **08-15-1993**
Offense occurred in **Missouri** on **08-15-1993** in **Non-Commercial Vehicle**
Case **AD930193867**, ticket no. **000038609**

Failure to Appear Suspension effective on **09-09-1998**
Action is reinstated as of **10-05-1998**
Offense occurred in **Florida** in **Non-Commercial Vehicle**
Case **FA98024654**

Court Convictions

EXCESSIVE SPEEDING assessed **00** points
Driver Improvement Program Pending
Violation on **07-04-1992** in **Non-Commercial Hazmat Vehicle**
Convicted on **08-10-1992** in **Oklahoma** by **CIRCUIT** court
Missouri Reference number is **3063**, Microfilm/Locator number is **93128A12345**

EXCESSIVE BLOOD ALCOHOL CONTENT assessed **06** points on **11-01-1993**
Violation in **Commercial Vehicle**, ticket no. **000038609**
Convicted on **10-07-1993** in **Butler** by **CIR CRT-ASSOC DIV-POPLAR BLUF**
Missouri Reference number is **3036**, Microfilm/Locator number is **93297A00001**

FAILURE TO PRODUCE INSURANCE ID assessed **03** points on **03-11-1994**
Violation on **01-02-1994** in **Commercial Hazmat Vehicle**, ticket no. **000456789**
Convicted on **02-15-1994** in **Missouri** by **CIRCUIT** court
Missouri Reference number is **3072**, Microfilm/Locator number is **94297B00123**

Out-of-State Administrative Informational History

REFUSE ALCOHOL TEST
>Violation on **6-19-1998** in **Commercial Vehicle**
>Convicted on **7-10-1998** in **Kansas** by **ADMINISTRATIVE ADJUDICATION**
>**Kansas** Reference Number is **98TR1292**, Microfilm/Locator Number is **OSAGE**

Informational Driver History

Informational Actions

DRIVING WHILE INTOXICATED REVOKED effective on **8-01-2002**
>**COMMERCIAL** Driving Privileges Affected
>Reason – **NOT KNOWN**, Appeal Process – **NOT DEFINED**
>Eligible to reinstate on **5-01-2003**, Action is **Reinstated** as of **5-15-2003**
>State of Withdrawal is **New Mexico**, Reference Number is **DI1**
>Locator Number is **00200243590730**

ADMINISTRATIVE .08 BAC REVOKED effective on **4-04-2002**
>**ALL** Driving Privileges Affected
>Reason – **ADMINSTRATIVE PER SE**, Appeal Process – **NOT DEFINED**
>Eligible to reinstate on **7-03-2002**, Action is Reinstated as of **7-30-2002**
>State of Withdrawal is **New Mexico**, Reference Number is **BA3**
>Locator Number is **00200243260112**

Informational Court Convictions

DRIVING WHILE INTOXICATED assessed **00** points
>Violation on **3-15-2002** in **Non-Commercial Vehicle**
>Convicted on **8-01-2002** in **New Mexico** by **UNKNOWN** court
>Reference Number is **DI1**, Microfilm/Locator number is **00200243590730**

SPEEDING assessed **00** points
>Violation on **6-28-1994** in **Unknown Vehicle Type**
>Convicted on **11-01-1994** in **Georgia** by **MAYOR'S** court
>Reference Number is **406181**, Microfilm/Locator number is **94046907450**
>Posted Speed is **35**, Charged Speed is **68**

Administrative Informational History

REFUSE ALCOHOL TEST
>Violation on **6-19-1998** in **Non-Commercial Vehicle**
>Convicted on **7-10-1998** in **Kansas** by **ADMINISTRATIVE ADJUDICATION**
>**Kansas** Reference Number is **98TR1292**, Microfilm/Locator Number is **OSAGE**

Accidents

POSSIBLE INJURY ACCIDENT occurred in **Texas** on **1-14-1998** in
Non-Commercial Vehicle
Texas Locator Number is **LUBBOCK CO**

Previous Known Name/Date of Birth/License Number

Previous Name:
SAMPLE M DRIVER
SAMPLE DRIVER

Previous Date of Birth:
01/01/1941

Previous License Number:
State **New Mexico**, License Number **9999999999999999999999999**

No DPPA Approved Access to Personal Information

The following is an example of how we would translate a driver record when we print it out on paper for a customer who has **NOT** been approved for DPPA access to any type of personal information (*This sample assumes the customer requested the record by name*):

Date: 1/1/04

Name: SAMPLE MISSOURI DRIVER

Response to account number 9999 request concerning SAMPLE MISSOURI DRIVER

Personal information is restricted

Zip Code is **65105**

Driver Status Information

Operator status is **Walk-in Eligible**, CDL status is **Disqualified**, school bus status is **None**
National pointers include **CDLIS, NDR Problem Driver Pointer System**
Previous CDL class was **Commercial Class A**
Driver must test **Commercial Privileges Only**
Driver has **CDL Disqualification Pending**
Driver is **Deceased**

Driver Information

Driver license has been **Voluntarily Forfeited**
Non-Commercial Hire Class E, New Issue expires on **08-09-1996**
Issued on **08-11-1993**, sequential number **930012210070**
District of Columbia license was surrendered to Missouri
Missouri license was surrendered to **South Dakota**
Restrictions include: **Information Restricted**
Endorsements include: **Motorcycle, Passenger-Vehicle, Tank-Vehicles**

License was surrendered to Missouri on **08-16-1993** due to actions.
An **Ignition Interlock** is required, effective on **99/99/1999**, expires on **99/99/1999**.
        Status is **Active**.
A **Limited Driving Privilege** was issued, effective on **99/99/1999**, expires on **99/99/1999**.
        Status is **Active**.
A **Restricted Driving Privilege** was issued, effective on **99/99/1999**, expires on **99/99/1999**.
        Status is **Terminated**.
A **Temporary Driving Privilege** was issued, effective on **99/99/1999**, expires on **99/99/1999**.
        Status is **Active**.

Non-Driver Information

Non-driver class, **Renewal** expires on **12-09-1996**
Issued on **12-11-1993**, sequence number **930012210070**

Permit Information

Commercial Class C, New Issue expires on **03-09-1994**
Sequential number **930012210070**
Restrictions include: **Information Restricted**
Endorsements include: **Motorcycle, Passenger-Vehicle, Tank-Vehicles**

Department Actions

Administrative Alcohol Suspension effective on **08-15-1993**
 Eligible to reinstate on **09-13-1993**, action is **Active** as of **08-15-1993**
 Offense occurred in **Missouri** on **08-15-1993** in **Non-Commercial Vehicle**
 Case **AD930193867**, ticket no. **000038609**

Failure to Appear Suspension effective on **09-09-1998**
 Action is reinstated as of **10-05-1998**
 Offense occurred in **Florida** in **Non-Commercial Vehicle**
 Case **FA98024654**

Court Convictions

EXCESSIVE SPEEDING assessed **00** points
 Driver Improvement Program Pending
 Violation on **07-04-1992** in **Non-Commercial Hazmat Vehicle**
 Convicted on **08-10-1992** in **Oklahoma** by **CIRCUIT** court
 Missouri Reference number is **3063**, Microfilm/Locator number is **93128A12345**

EXCESSIVE BLOOD ALCOHOL CONTENT assessed **06** points on **11-01-1993**
 Violation in **Commercial Vehicle**, ticket no. **000038609**
 Convicted on **10-07-1993** in **Butler** by **CIR CRT-ASSOC DIV-POPLAR BLUF**
 Missouri Reference number is **3036**, Microfilm/Locator number is **93297A00001**

FAILURE TO PRODUCE INSURANCE ID assessed **03** points on **03-11-1994**
 Violation on **01-02-1994** in **Commercial Hazmat Vehicle**, ticket no. **000456789**
 Convicted on **02-15-1994** in **Missouri** by **CIRCUIT** court
 Missouri Reference number is **3072**, Microfilm/Locator number is **94297B00123**

Out-of-State Administrative Informational History

REFUSE ALCOHOL TEST
 Violation on **6-19-1998** in **Commercial Vehicle**
 Convicted on **7-10-1998** in **Kansas** by **ADMINISTRATIVE ADJUDICATION**
 Kansas Reference Number is **98TR1292**, Microfilm/Locator Number is **OSAGE**

Informational Driver History

Informational Actions

DRIVING WHILE INTOXICATED REVOKED effective on **8-01-2002**
        COMMERCIAL Driving Privileges Affected
        Reason – **NOT KNOWN**, Appeal Process – **NOT DEFINED**
        Eligible to reinstate on **5-01-2003**, Action is **Reinstated** as of **5-15-2003**
        State of Withdrawal is **New Mexico**, Reference Number is **DI1**
        Locator Number is **00200243590730**

ADMINISTRATIVE .08 BAC REVOKED effective on **4-04-2002**
        ALL Driving Privileges Affected
        Reason – **ADMINSTRATIVE PER SE**, Appeal Process – **NOT DEFINED**
        Eligible to reinstate on **7-03-2002**, Action is **Reinstated** as of **7-30-2002**
        State of Withdrawal is **New Mexico**, Reference Number is **BA3**
        Locator Number is **00200243260112**

Informational Court Convictions

DRIVING WHILE INTOXICATED assessed **00** points
        Violation on **3-15-2002** in **Non-Commercial Vehicle**
        Convicted on **8-01-2002** in **New Mexico** by **UNKNOWN** court
        Reference Number is **DI1**, Microfilm/Locator number is **00200243590730**

SPEEDING assessed **00** points
        Violation on **6-28-1994** in **Unknown** Vehicle Type
        Convicted on **11-01-1994** in **Georgia** by **MAYOR'S** court
        Reference Number is **406181**, Microfilm/Locator number is **94046907450**
        Posted Speed is **35**, Charged Speed is **68**

Administrative Informational History

REFUSE ALCOHOL TEST
        Violation on **6-19-1998** in **Non-Commercial Vehicle**
        Convicted on **7-10-1998** in **Kansas** by **ADMINISTRATIVE ADJUDICATION**
        Kansas Reference Number is **98TR1292**, Microfilm/Locator Number is **OSAGE**

Accidents

POSSIBLE INJURY ACCIDENT occurred in **Texas** on **1-14-1998** in
        Non-Commercial Vehicle
        Texas Locator Number is **LUBBOCK CO**